



# Five Minute Meeting:



## Topics:

Pre-requisites for OQ tasks

**Date: 02/13/2023**

**Audience:** All gas employees and contractors possessing OQ tasks, their Supervisors, Management and Leadership

## Why it matters to you?

This 5mm informs and provides clarification regarding pre-requisite requirements for GAS OQ's. This change will impact any OQ that has a pre-requisite OQ.

## What you need to know?

**These changes will go into effect Feb 27th, 2023.**

- An employee or contractor will lose an OQ if you fail to qualify/re-qualify on applicable pre-requisite tasks. As an example, if you currently hold 0501 and 0502 and fail to requalify on 0501 then you will lose 0502 as well.
- Once you requalify on the pre-requisite OQ then the suspended dependent OQ will be re-instated. With above example, 0502 will be re-instated once you re-qualify on 0501.

The Guide to Qualification document lists all the OQ's that have pre-requisite requirements. These rules will be applied in ITS on Feb 27<sup>th</sup> and will have the following impact:

## Key discussion points

### What has changed with the OQ's?

- **Guide to Qualification** has the updated pre-requisite requirements for GAS OQ.
- The **rules for pre-requisites** will be enforced in ITS for employees and contractors on Feb 27<sup>th</sup>, 2023.
- **Employee and Contractors** will see OQ's getting dropped and re-instated depending on the status of testing for pre-requisite OQ's.
- A **new** pre-requisite requirement has been added to **Guide to Qualification** for **OQ-0612**. **OQ-0601** is now required to be held to qualify for **OQ-0612**.

- Listed below all the pre-requisites for OQ's in Guide to Qualifications.

Code	OQ Title	Prerequisite OQ tasks
OQ-0307	Cathodic protection maint.	OQ-0303 and OQ-0304 and OQ-0305 and OQ-0306 and OQ-0308 and OQ-0310 and OQ-0311
OQ-0310	Rectifier maintenance	OQ-0303
OQ-0314	Attaching Electrical Connections: Exothermic	OQ-0305
OQ-0315	Attaching Electrical Connections: Pin Brazing	OQ-0305
OQ-0316	Magnetic Test Leads NotHot Installation	OQ-0305
OQ-0318	Coating Application and Repair: Hand Applied Liquid Epoxies	OQ-0322
OQ-0319	Coating Application and Repair: Spray Applied Liquid Epoxies	OQ-0318
OQ-0321	General Coating Inspections	NACE CIP (1 or 2 or 3) OR (OQ-0317 and OQ-0318 and OQ-0319 and OQ-0322)
OQ-0323	Wrapped & Hot Wax Coating Inspections	NACE CIP (1 or 2 or 3) OR (OQ-0317)
OQ-0502	Standby pipeline	OQ-0501 or OQ-0504
OQ-0503	Locate Gas Facilities without tracing Wire	OQ-0501 or OQ-0504
OQ-0602	OQ-0602, "Operate Line Stopper (M2) (3/4" to 4") – Line Stopper Split (3/4" to 2")	OQ-0601
OQ-0612	Operate valve tee/pin-off - tapping & plugging equipment (1" to 2")	OQ-0601
OQ-0801	I&M Transmission Line Ground Patrol	OQ-0803
OQ-0901	Conduct Survey (Using Company Approved Instruments, i.e. DP-IR and RMLD)	OQ-0403
OQ-0902	Leak Investigation (Using Company Approved, and trained on, Instruments, i.e. Gas Ranger and DP-IR)	OQ-0403
OQ-0903	Field Services Leak Investigation/Leak Grading (Using Company Approved Instruments, i.e. Sensit)	OQ-0403
OQ-0911	Conduct Mobile Leak Survey (Picarro)	OQ 0901 or OQ 0902
OQ-0912	Conduct Mobile Leak Survey (Using Company Approved Instruments, i.e. OMD and DP-IR Mobile)	OQ 0901 or OQ 0902
OQ-2502	Residential /Small Commercial Meter: Install & Maintenance	OQ-2218
OQ-2504	Install Large Commercial and Industrial Meters	OQ-2217 and OQ-2218
OQ-2506	Large Commercial and Industrial Meter:Discontinue and Seal	OQ-2217 and OQ-2218
OQ-2508	Construction Meter Work 1000CFH or Less	OQ-2218

## FAQs:

- **Question:** Will this impact my current qualification if the pre-requisite conditions are not met?
- ✓ **Answer:** We will provide a grace till end of June 2023 to ensure current pre-requisite status for existing qualification
- **Question:** Can I see the pre-requisite information in self scheduling tool that is used for scheduling OQ's for employees?
- ✓ **Answer:** Yes. You can see them all except 0321 and 0323. 0321 and 0323 required external certification that does not exist in SAP yet. It's only maintained in ITS.
- **Question:** Will I be notified if an employee fails to requalify on pre-requisite task and the system suspends the dependent OQ?
- ✓ **Answer:** PG&E supervisors will be notified. It will be reflected in OQ card as well.
- **Question:** Will I be notified once the suspended OQ is reinstated after qualifying for pre-requisite task?
- ✓ **Answer:** PG&E supervisors will be notified. It will be reflected in OQ card as well.

## Who do I contact with questions?

Manager, Gas Qualifications - Ronda Shupert ([RFSL@pge.com](mailto:RFSL@pge.com))

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